

UNAPPROVED MINUTES
CITY OF MILPITAS

Minutes: Bicycle Transportation Advisory Commission (BTAC)
Date of Meeting: December 11, 2006
Time of Meeting: 7:00 P.M.
Place of Meeting: Milpitas Sports Center Conference Room

I. CALL TO ORDER The meeting was called to order at 7:02 p.m.

II. ROLL CALL & PLEDGE OF ALLEGIANCE *BTAC Members*
Present: Rene Briones, Cheryl Bunnell, Bill Reisinger (Chair), Nawal Stanojevic

Staff: Janice Nadal, Joe Oliva

Absent: Commissioners Miljon Buquing, Wesley Roediger, & Fred Zeise
Council Member Armando Gomez

Quorum was established.

III. ANNOUNCEMENTS **1. VTA BPAC meeting report- Chair Reisinger**

Chair Reisinger attended a four-hour Ethics Training as a member of the VTA BPAC. VTA is studying the light rail bicycle rack storage situation. A suggestion includes coated hooks and velcro straps in order to prevent falling of bicycles on light rail while in motion. The VTA also discussed the County Roads Pedestrian element. The County seeks City Council resolutions from agencies to remove pedestrian walkways in unsafe areas along expressway. Chair Reisinger added that the County has promised sidewalks along Montague Expressway. Chair Reisinger also added the County is proposing their own Bicycle Advisory Committee.

2. Commission Announcements

There were no additional announcements

3. Staff Announcements

Staff Janice Nadal and Joe Oliva announced the City of Milpitas has hired a new City Manager to replace Acting City Manager Charles Lawson. Tom Williams is currently the City's Planning and Neighborhood Services Director. Mr. Lawson will be retiring officially on December 15, 2006.

Ms. Nadal also distributed a flier of the Main Street Plan Line Study Community meeting on December 14, 2006. The project would review the future plans for the median islands in preparation of the new development. Mr. Oliva described the future residential projects along South Main Street. Chair Reisinger mentioned that outreach should have been made Citywide as

opposed to just the businesses along South Main Street and the Pines/Summerfield neighborhoods.

IV. APPROVAL OF THE AGENDA

MOTION to approve the December 11, 2006 agenda

M/S: Bunnell/Stanojevic
All Ayes

V. APPROVAL OF THE MINUTES

MOTION to approve the October 16, 2006 BTAC minutes.

Commissioner Briones stated he is listed as present and absent on the minutes. He is requesting to change the minutes to reflect he was present at the October 16 meeting.

M/S as amended: Stanojevic/Briones
All Ayes

VI. CITIZEN'S FORUM

Rob Means, 1421 Yellowstone Avenue

Mr. Means distributed a one-page handout regarding Fremont's future plans to accommodate the new professional stadium for the Oakland Athletics (A's). Mr. Means requested the BTAC to agendaize this item as the traffic from the proposed "Cisco Field" would directly affect Milpitas and that Personal Rapid Transit (PRT) or a people mover would be a less-expensive alternative to the BART extension project.

VII. OLD BUSINESS

1. Montague Expressway/Capitol Avenue-Great Mall Parkway Update

Ms. Nadal distributed a memo from Staff Jaime Rodriguez regarding his field study with Santa Clara County Roads and Airport (County) on November 8. The field study focused on northbound and southbound bicycle movements across Montague Expressway and westbound right turn movements in relation to pedestrian and bicycle movements. Possible improvements included bicycle loop detector installation along Montague Expressway as well as extending bicycle lanes on Great Mall Parkway. The County will add this location to their list of projects for future funding should additional bicycle loop installations become available.

Chair Reisinger requested an update from City staff on Montague Expressway improvement plans.

Commissioner Briones requested the County look into bicycle detector loops at the intersection of McCandless Drive and Montague Expressway. Ms. Nadal said she would forward this request to the County.

Chair Reisinger opened this item up for public comment. Mr. Means commented on a PRT conference, which had a demonstration of "JPODS" which hold up to 4 people and would be a solution for pedestrians to cross over the Union Pacific Rail Road tracks.

VIII. NEW BUSINESS

1. Bicycle and Pedestrian Improvements

i. Open Forum

Commissioner Bunnel commented she likes the new crossing markings on Park Victoria are very visible. She would also like to know if the crossings are plastic and will become sticky during the warmer/summer months. Ms. Nadal will follow up on this.

2. Safety

i. Open Forum

Commissioner Bunnel commented that the pedestrian enforcement Police has been performing is highly effective and would like more enforcement in other areas of the City. Commissioner Stanojevic agreed and suggested the midblock crossing on Calaveras Boulevard east of Park Victoria near the Milpitas Unified School District (1331 Calaveras Blvd), near the on and off ramps of Interstate 680/

Commissioner Briones also suggested Police to enforce the helmet law.

Chair Reisinger suggested inviting the Police Chief to the next meeting. Ms. Nadal said that staff could assist with drafting a memo or letter on behalf of the Commission with suggested enforcement ideas. Ms. Nadal will follow up with the Police department.

Chair Reisinger added that the Escuela Traffic Congestion committee has been meeting for 10 months and has made several plans to improve the school area along Escuela Parkway. One suggestion includes a trail along Russell middle school.

Commissioner Briones mentioned the pedestrian countdown signals are being installed around the City.

Commissioner Bunnel mentioned walking along Calaveras Boulevard near the new Town Center Development (between Hillview Avenue and the Town Center signal had metal on the sidewalks, making the walkway slippery and dangerous. She would like to know if this is a temporary situation as it is unsafe for pedestrians. Mr. Oliva will review the area and report back to the Commission.

3. Public Awareness

i. Safe Routes to School Grant Program (SR2S)

Ms. Nadal distributed a draft scope for the Suggested Routes to School Program and a Silicon Valley Bicycle Coalition grant program fact sheet. The City will be applying for the federal Safe Routes to School grant due January 2, 2007. Chair Reisinger commented it is a great program and having it back would be great.

ii. Tour de California, February 18-25, 2007

Ms. Nadal distributed a Stage 3 Route map for the February 21, 2007 bicycle race that passes through Milpitas along Calaveras and

Piedmont Roads. Chair Reisinger said last February the City did a great effort to greet the bicyclists and to clear the roads of vehicles along Piedmont Road to ensure safe passage for the cyclists. Ms. Nadal will continue updating the Commission on the project.

iii. Open Forum

4. 2007 Workplan

Ms. Nadal distributed a draft workplan. Commissioner Briones proposed changing the name of the Bicycle Transportation Advisory Commission to Bicycle Pedestrian Advisory Commission (BPAC). Commissioners Bunnel and Stanojevic agreed, as they are frequent pedestrians.

Ms. Nadal and Mr. Oliva stated they would review the Commission By-laws and consult the City Clerk on the process to change their commission name.

Motion:

Commissioner Briones motioned City staff to research and process the Commission's name from Bicycle Transportation Advisory Commission to Bicycle Pedestrian Advisory Commission.

Second: Stanojevic

All Ayes

IX. ADJOURNMENT

MOTION to adjourn at

8:10 p.m.

M/S: Stanojevic/Briones

All Ayes

CITY OF MILPITAS

BICYCLE TRANSPORTATION ADVISORY COMMISSION

BYLAWS

This Bicycle Transportation Advisory Commission was established by the Milpitas City Council on June 19, 1990.

Section 1. Purpose

The purpose of the Milpitas Bicycle Transportation Advisory Commission (BTAC) is to serve as an advisory body to the City Council on matters having to do with modifying or expanding the City's non-motorized transportation systems. Its intent shall be to provide information that will ultimately result in safe and convenient routes throughout the City that connect to other cities. The Commission will promote safety education and awareness of all forms of non-motorized transportation modes with the intent of promoting all forms of alternative transportation.

Section 2. Membership

The Bicycle Transportation Advisory Commission is composed of five (5) regular members and two (2) alternate members appointed by the Mayor and approved by the City Council. All members and alternates shall be Milpitas residents. In addition, the City Council may appoint a Council liaison to serve on the Commission in a non-voting capacity.

Section 3. Term of Office and Removal

The term of office for Commission members is three years, or until reappointed or a successor is appointed. The term of office for alternates is two years, or until reappointed or a successor is appointed. Members and alternates are expected to attend all meetings. When any member or alternate has three or more unexcused absences in a 12-month period, the Commission shall forward this information to the City Council for review and possible removal of the member or alternate from the Commission. Any member or alternate of BTAC may be removed from office by a majority vote of the City Council at a regularly scheduled City Council meeting.

Members and alternates may apply for reappointment by submitting a letter or e-mail of interest by mail or electronic transmittal to the Mayor with a copy to the Commission Chair one month prior to the expiration of his/her term of office. Any member or alternate of the Commission who wishes to resign should submit a letter of resignation by mail or electronic transmittal to the Mayor with a copy to the Commission Chair.

Section 4. Vacancies

Vacancies will be filled for the unexpired portion of the term in the same manner as the original appointment.

Section 5. Officers

A Chair or Vice Chair will be selected annually at the first meeting of the calendar year from the appointed members for a term of one year. The Chair will call for meetings and preside over all sessions. In the absence of the Chair, the Vice Chair will preside. In the absence of both the Chair and Vice Chair, the member with the longest continuous service on the Commission will preside.

Section 6. Meetings

The BTAC shall hold regular meetings on the second Monday of February, April, June, August, October, and December, at 7:00 p.m. All meetings shall be open to the public. Should a scheduled meeting occur

BTAC Bylaws

on a holiday, said meeting will be deferred to the same day of the following week or to a date agreed upon by a majority of the Commission. Special meetings of BTAC may be called by a majority of the members, the Chair, or the City Council. Notice of any special meeting shall be given as required by law. Except as otherwise provided by these Bylaws, BTAC will follow the latest edition of Roberts Rules of Order for the orderly conduct of meetings.

Section 7. Quorum

Any three (3) members of the Commission shall constitute a quorum for the transaction of business.

Section 8. Voting and Seating of Alternates

Voting authority is extended to five (5) members. An alternate member shall vote only if seated in the absence of a regular member. In the event that a regular member is absent, alternate members shall be seated in order of their alternate position. If a member arrives after an alternate has been seated, the alternate shall remain as the voting member until the end of the meeting.

Section 9. Duties of Commission to be Advisory Only

It is intended that the Commission shall be an advisory body to the City Council. Nothing herein contained shall be construed as a limitation on the power of the City Council or the administrative staff of the City in their supervision or authority over property or personnel under their jurisdiction.

Section 10. Assistance of Staff

The City Manager of the City of Milpitas shall provide BTAC with such information and staff assistance as BTAC may from time to time request subject to the limitations imposed by the City Council. The staff member designated by the City Manager shall attend meetings of the BTAC and submit such reports as said BTAC may request and as deemed necessary or desirable, subject to limitations imposed by the City Council.

Section 11. Amendments

These Bylaws and operating procedures may be amended by simple majority of those voting at any regular BTAC meeting, subject to approval by City Council.

PASSED AND ADOPTED by the Bicycle Transportation Advisory Commission this 4th day of April, 2002.

PASSED AND ADOPTED by the Milpitas City Council on the 19th day of August, 2003.